

FINAL

Chesterfield Local Human Rights Committee (CLHRC)

September 27, 2010

Committee Members Present:

Dr. Analie Rademaker, Chair
Mr. Charles Armstrong
Ms. Roxanna Ronquillo
Mr. Craig Gross
Mr. Linwood Alford
Ms. Susan Foster
Ms. Carrie Flowers, Human Rights Office

Committee Members Absent:

Ms. Mauretta Copeland, Vice Chair

Staff:

Mrs. Karen Mingloski, Chesterfield CSB

Guests:

Mr. James Holdren, Chesterfield CSB
Ms. Kimberly Harris, Community Interventions

Affiliates Present

Ms. Cathy Pullin, A Dab of Hope, LLC
Mrs. Karyn Carpenter, Chesterfield CSB
Ms. Ebony James, Covenant Homes LLC
Ms. Gina Koke, Grafton Schools
Ms. Julie Jacobs-Jennings, Grafton Schools
Mr. Gene Cash, Jr., Greater Richmond League of Therapists
Ms. Shona Parham, J&M Adult Care Services
Ms. Veronica Cook, J&M Adult Care Services
Ms. Linda Jones, Jerolin Management Services
Ms. Dane Willbrandt-Weddel, Kids in Focus, A ResCare Company
Mr. James Conner, Kids in Focus, a ResCare Company
Mr. Van Archer, Kids in Focus, a ResCare Company
Ms. Shawna Stone, Kids in Focus, a ResCare Company
Mr. Dexter Taylor, Kids in Focus, a ResCare Company
Ms. Renee Hudson, Kids in Focus, a ResCare Company
Ms. Cheryl Nero, Langhorne Family Care
Ms. Sheena Lyle, Lyle Professional Consulting
Mrs. Amel Shelton, Quality Life Family Services, LLC
Ms. Leonett Reese, Rivers Assisted Living
Ms. Christina Rivers, Rivers Assisting Living
Mrs. Tanikka Mason, Second Chances Youth Services
Mr. Cedric Moore, Jr., Spectrum Transformation Group
Ms. Laura McDonald, Spectrum Transformation Group
Mr. Vincent Walker, YES Behavioral Health
Mr. Joseph Cason, YES Behavioral Health

1. Call to Order

A quorum being present, Chair Analie Rademaker called the Chesterfield Local Human Rights Committee meeting to order at 5:30 pm at Chesterfield Employment Services, 7321 Whitepine Road, Chesterfield. Chair Rademaker asked for introductions of those present.

2. Approval of Minutes

A motion was made and seconded to approve the minutes of the July 26, 2010, as corrected.

Ayes: Dr. Rademaker, Ms. Ronquillo, Mr. Armstrong, Mr. Alford, Mr. Gross, Ms. Jones

3. Matters of the Public

Chair Rademaker entertained comments to open the floor for items of interest to the committee.

4. Old Business

Ms. Mingloski provided an update on the financial report of affiliation fees/expenditures of the LHRC. The current balance is \$12,078.97. Dr. Rademaker discussed the possibility of having a consumer help with agenda packet preparation. Upon determining the hours/costs associated with this position, the LHRC may also be able to offer an affiliation renewal fee reduction.

5. New Business

A. Providers

i. Affiliation Request

Community Interventions Ms. Kimberly Harris requested affiliation with the Chesterfield LHRC. Community Interventions will provide in-home services to 16 - 24 clients with 1 to 2 staff. The office is located in Sandston, however, services will be provided to individuals in Chesterfield, Henrico, Richmond, etc. They will begin providing services in October to individuals with a primary diagnosis of mental health, but can also serve those dually diagnosed (MH/SA, MH/ID).

A motion was made, seconded and voted to approve the affiliation of **Community Interventions** contingent upon submission and acceptance of the human rights policies and procedures. The affiliation agreement was completed and signed, and the required fee was remitted.

The human rights policies and procedures will be reviewed at the November meeting.

ii. **Policy and Procedure Review**

Spectrum Transformation Group - Spectrum Transformation Group will offer in-home services to children (ages 3-21) with autism spectrum. Policies and procedures submitted are not specific to the services to be provided, but follows the "blue book" of human rights regulations. The LHRC requested revisions that are geared toward the program and services offered.

A motion was made, seconded and voted to have Spectrum Transformation Group revise the policies and procedures and to resubmit for review at November meeting.

iii. **Program Expansion**

Quality Life Services is requesting a program expansion. Quality Life is adding a single level group home to their services, specifically serving up to 4 adults with intellectual disabilities beginning in November. They will be using the same policies and procedures as their other homes. The home will require some modification for wheelchair and walker accessibility.

A motion was made, seconded and voted to approve the program expansion of **Quality Life Services**.

iv. **Affiliation Renewal**

• **Rivers Assisted Living Services, Inc. (RALS)**

Ms. Reese requested affiliation renewal for Rivers Assisted Living Services, Inc. RALS is licensed to provide residential care to five adults with intellectual disabilities, and are currently serving 4 adults.

A motion was made and seconded to approve the affiliation renewal of **Rivers Assisted Living, Inc.** The affiliation fee was submitted and the agreement was signed.

• **Lyle Professional Consulting LLC**

Ms. Lyle requested affiliation renewal for Lyle Professional Consulting. They have been licensed since 2005 and provide intensive in-home services to include families, and crisis counseling. Clients stay in services about 6 months depending on their needs.

A motion was made and seconded to approve the affiliation renewal of **Lyle Professional Consulting, LLC**. The affiliation fee was submitted and the agreement was signed.

• **Jerolin Management Services LLC**

Mrs. Jones requested affiliation renewal for Jerolin Management Services. Jerolin Management Services provides day support programming to 12 individuals; sponsored residential placement to 5 individuals; personal assistance services to 1 individual; companion services to 4 individuals; and supportive in-home services to 3 individuals. During the May Licensure visit, the review indicated a need for staff to be retrained in the medication policy. Staff that needed refresher training are current. Ms. Mingloski will review the July committee packet to see if the Licensure Correction Action Plan had been submitted for LHRC review, and will contact provider if document is needed.

A motion was made and seconded to approve the affiliation renewal of **Jerolin Management Services LLC**. The affiliation fee was submitted and the agreement was signed.

• **Second Chances Youth Services, LLC**

Mrs. Mason requested affiliation renewal for Second Chances Youth Services LLC. Second Chances Youth Services has been affiliated with the LHRC for one year and provides intensive in-home counseling. Annual license was received in August 2010, with no citations noted. They currently serve approximately 20 individuals, and will be expanding their business into the Newport-News area.

In the packet of information submitted to the LHRC, it is suggested that revisions be made to include credentials of staff providing supervision, define how often, and explain rotating basis. In #8, remove "and placed in the client's record".

A motion was made and seconded to approve the affiliation renewal of **Second Chances Youth Services**. The affiliation fee was submitted and the agreement was signed.

- **A Dab of Hope LLC**

Ms. Pullin requested affiliation renewal for A Dab of Hope LLC. A Dab of Hope has been marketing their home for 1 year to no avail. They have made contacts from Arlington to Chesapeake. A Dab of Hope will notify the LHRC prior to their next meeting with the status of serving clients.

A motion was made and seconded to approve the affiliation renewal of **A Dab of Hope LLC**, contingent upon obtaining clients by the November meeting. The affiliation fee was submitted and the agreement was signed.

v. Event Report Statistics

Dr. Rademaker entertained reports from each provider on events occurring during the period of July and August 2010.

A Dab of Hope – Ms. Pullin reported no events.

Chesterfield CSB – Mrs. Carpenter reported 1 informal complaint (2 incidents with same consumer) that was resolved after the current reporting period. She also reported 1 attempted suicide and 1 consumer death. Revise current report and resubmit. Mrs. Carpenter also provided an update or outcome of previously reported events.

Covenant Homes – Ms. James reported no events.

Grafton Schools – Ms. Jennings reported 1 informal complaint that was resolved; and, 1 allegation of neglect that was unfounded.

Greater Richmond League of Therapists – Mr. Cash reported no events.

J & M Adult Care Services, LLC. – Ms. Parham reported no events.

Jerolin Management Services – Mrs. Jones reported 6 allegations of abuse of which 4 were unfounded and 1 was founded.

Kids in Focus, Kids in Focus II, Girls in Focus, Little Kids In Focus, Little Kids in Focus II –

Ms. Willbrandt-Weddell reported 1 informal complaint that was resolved to the consumer's satisfaction; and, 4 allegation of neglect, 2 of which were founded.

Langhorne Family Care – Ms. Nero reported no events.

Lyle Professional Consulting – Ms. Lyle reported no events.

Quality Life Services – Ms. Shelton reported no events.

Rivers Assisted Living – Ms. Rivers reported no events.

Second Chances Youth Services – Mrs. Mason reported no events.

Spectrum Transformation Group – Mr. Moore reported no events.

YES Behavioral Health – Mr. Walker reported 5 allegations of neglect, of which 1 was founded; Licensure visited the Crisis Receiving Center 1 in August. A Corrective Action Plan (CAP) has been submitted to Licensure for review, but the report was due to the LHRC before the CAP was finalized. Mr. Walker will submit the final CAP to the LHRC for review. LHRC members expressed concern regarding the systemic citation on the MAR.

HMS results of DMAS audit has been received by Mr. Parsons; the Committee has requested the report be sent to the LHRC within 10 days of this meeting.

A motion was made and seconded to accept the above Event Reports as submitted.

6. Announcements / Updates

Ms. Mingloski noted the next regular meeting will be held on Monday, November 22, 2010, and all providers are asked to submit the Event Reports form for the reporting period of September and October by **November 7, 2010.**

7. Adjournment

There being no further business, the meeting was adjourned at 7:09m. The next regular scheduled meeting will be held **Monday, November 22, 2010, location to be announced.**